iTrader User Manual

- Stock Trading

(1.5.0 May Version)

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1. Introduction

The iTrader program is a comprehensive all-in-one trading tool which enables a user to view real-time stock information; place cancel & change orders; monitor order status; check portfolio and send settlement instructions.

1.1 User Login

a. Open the Internet Explorer or Netscape Communicator, you can go to the **[User log in screen]** of iTrader (Diagram 1).

b. Key in your user name and password and then you log in the iTrader to enter the **[All-in-one User Interface]** (Diagram 4).

c. After reading the detail in the Disclaimer Box, if you agree with it click “Yes’ to proceed or if not click “No” to exit. If the wrong password is entered, a box will pop up as in Diagram 3.

Diagram 1 User log in screen

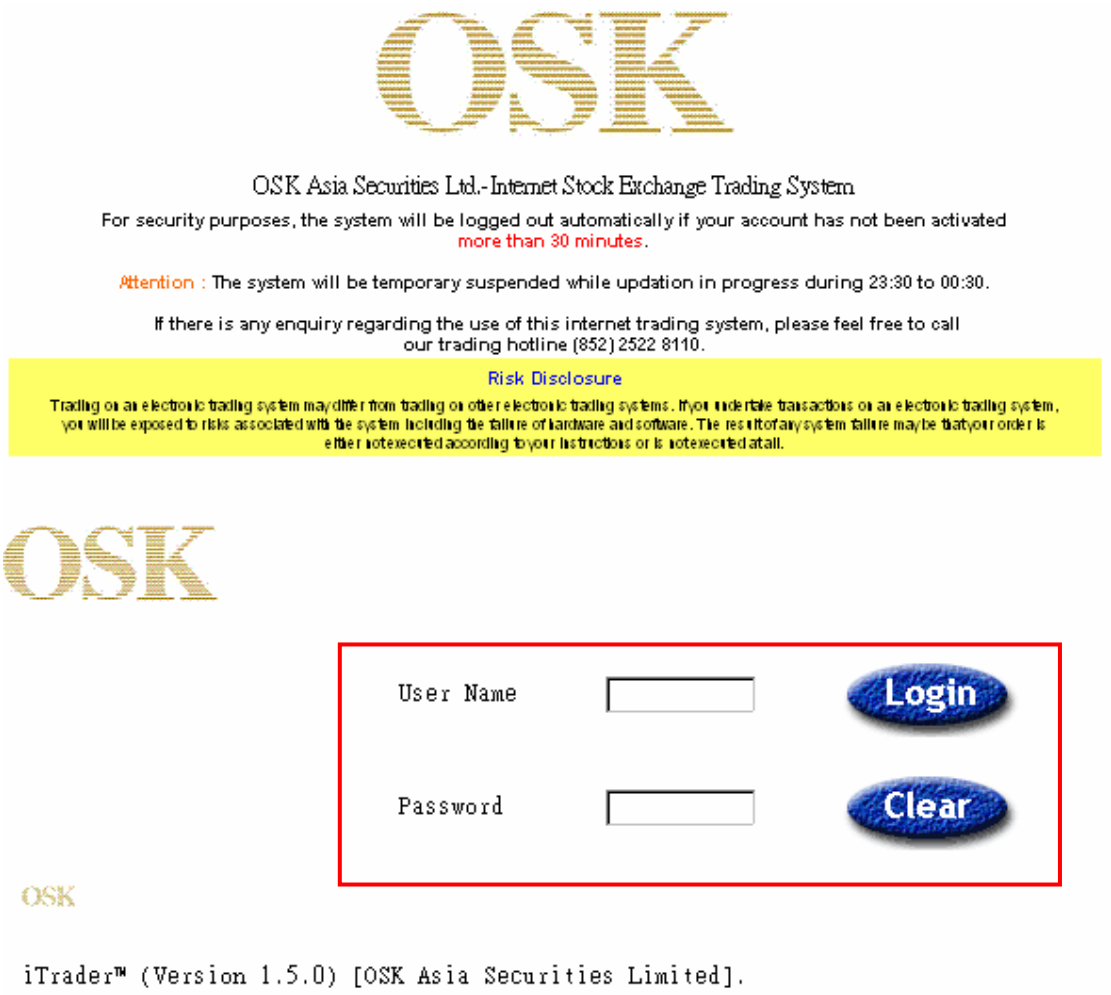
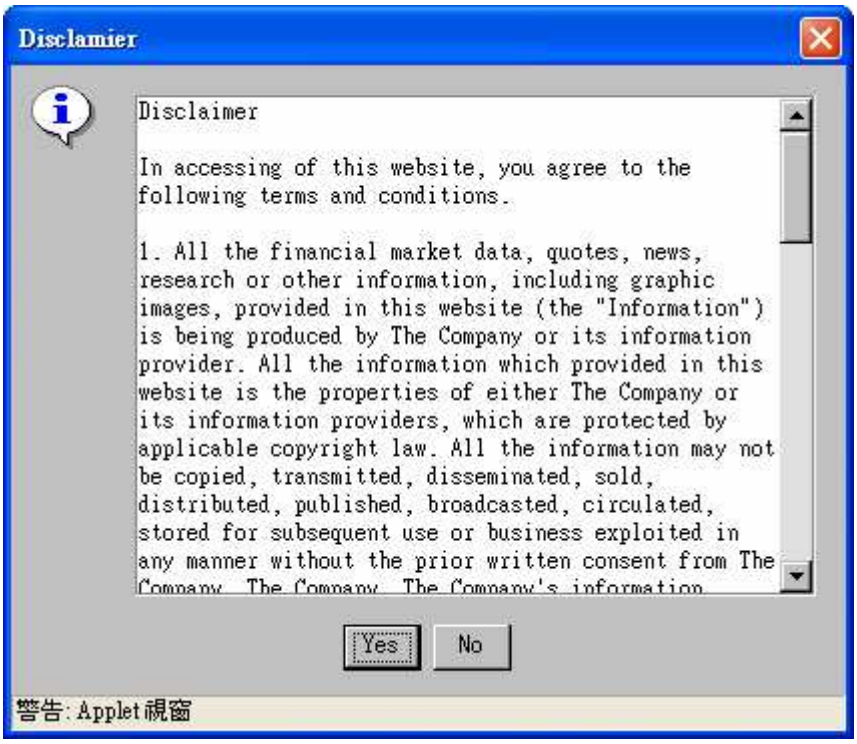

OSK
OSK Asia Securities Ltd.-Internet Stock Exchange Trading System
For security purposes, the system will be logged out automatically if your account has not been activated more than 30 minutes.
Attention : The system will be temporary suspended while updation in progress during 23:30 to 00:30.
If there is any enquiry regarding the use of this internet trading system, please feel free to call our trading hotline (852) 2522 8110.
Risk Disclosure
Trading on an electronic trading system may differ from trading on other electronic trading systems. If you undertake transactions on an electronic trading system, you will be exposed to risks associated with the system including the failure of hardware and software. The result of any system failure may be that your order is either not executed according to your instructions or is not executed at all.
OSK
User Name
Login
Password
Clear
OSK
iTrader™ (Version 1.5.0) [OSK Asia Securities Limited].

Diagram 2 Disclaimer Box


Disclamier
Disclaimer
In accessing of this website, you agree to the following terms and conditions.
1. All the financial market data, quotes, news, research or other information, including graphic images, provided in this website (the "Information") is being produced by The Company or its information provider. All the information which provided in this website is the properties of either The Company or its information providers, which are protected by applicable copyright law. All the information may not be copied, transmitted, disseminated, sold, distributed, published, broadcasted, circulated, stored for subsequent use or business exploited in any manner without the prior written consent from The
Yes
No
警告: Applet 視窗

Login Trial Handling

User is required to enter the password for login purposes. Then a disclaimer box will pop up as in Diagram 2. For 3 consecutive input of wrong passwords, a message box showing temporary suspension of account will pop up as in Diagram 4. User will have to call the broker to activate this account again. For reactivation of account, please refer to <Customer Profile> Section of System Admin Manual.

Diagram 3 Wrong password entry

Diagram 4 Temporary Suspension of account

1.2 Choice of Language

You can change the language from English to Simplified Chinese or to Traditional Chinese and vice versa after you have logged into the system.

2. User Interface

2.1 Overview

Once you have logged into iTrader successfully, **[All-in-one User Interface]** will be displayed. (Diagram 5)

The **[All-in-one User Interface]** can be divided into 5 sections (Diagram 5):

1.Stock Information Window

(Please contact your brokerage with market data package subscription)

2.Order Entry Window

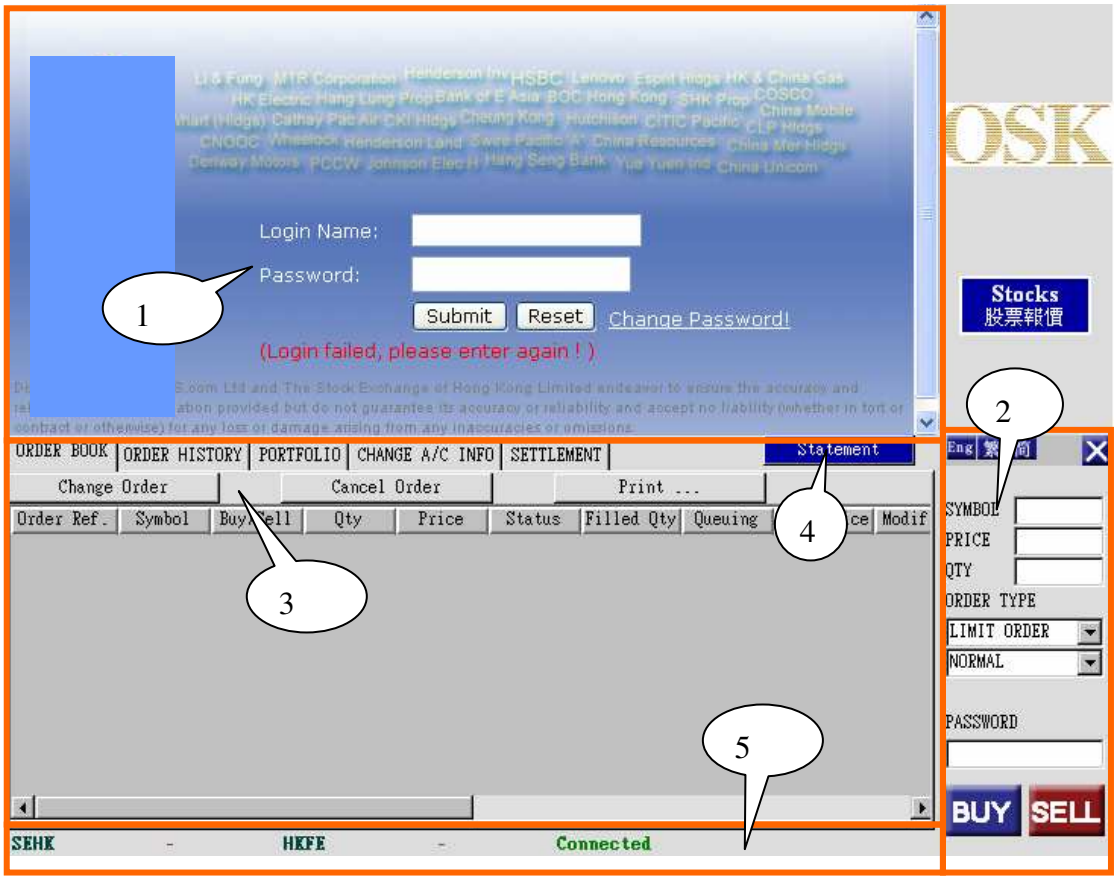
3.User Information Window

(To choose ORDER BOOK/ORDER HISTORY/PORTFOLIO/ CHANGE A/C INFO/ SETTLEMENT)

4. E-statement

5. Internet connection status

Diagram 5 All-in-one User Interface



2.2 Order Entry Window

2.2.1 Limit Orders

1. Click on the symbol/ price/ and quantity Boxes and type in the corresponding numbers in the Order Entry Window (eg. 388 for stock 00388) to submit orders to the Exchange (Diagram 15).
2. Alternatively you can click on the 5 bid/ask queues with the market data feed, then the corresponding stock no. and prices will be duplicated to the order entry boxes, user only need to fill in the quantity.
3. When all three boxes (symbol, price, qty) have been filled and the order type is shown as <Limit> and <Normal>, you can press the **<Buy>** or **<Sell>** button, and then enter the password, then the order confirmation box will pop up automatically (Diagram 16). Click on the **<Submit>** button and the order will be sent to exchange directly and the order details will be displayed in the Order Book. Alternatively press the **<Cancel>** button if you decided not to proceed further. If the wrong trading password is used, no orders will be submitted.

Diagram 15 Order Entry Window

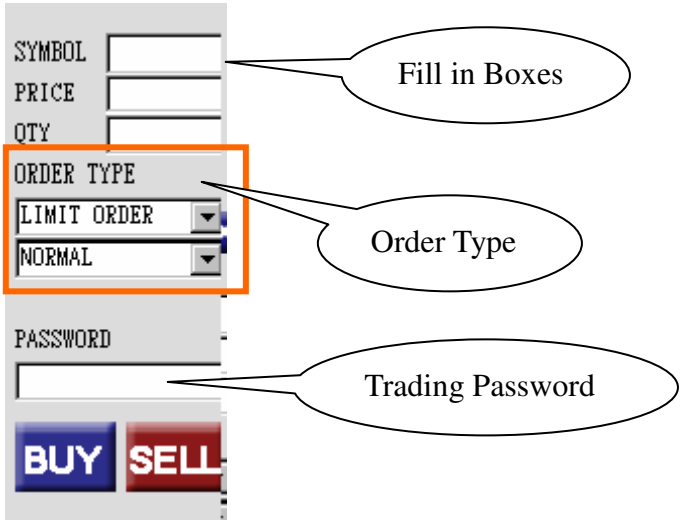


Diagram 16 Order Confirmation Box

Over the Limit Orders

If the order exceeds the credit limit or stock position (Diagram 18a & 18b), a message dialog box will pop up automatically showing insufficient balance/credit / stock position and the amount of additional credit. This order will not be accepted and will not be shown in the order book.

Diagram 18a Credit Limit Exceeded

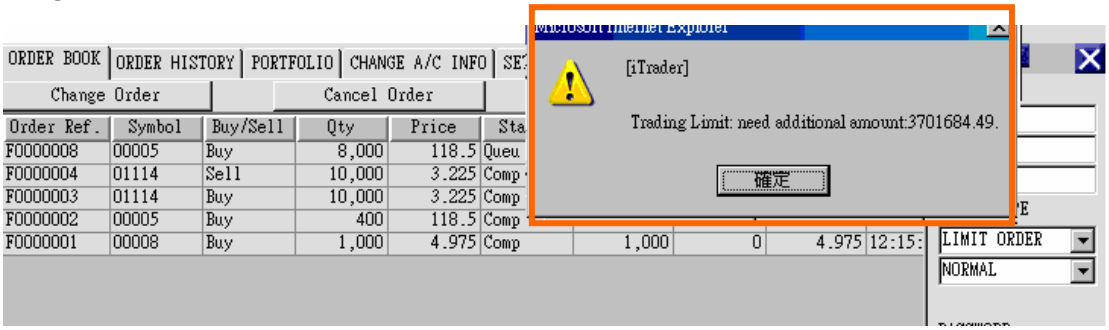
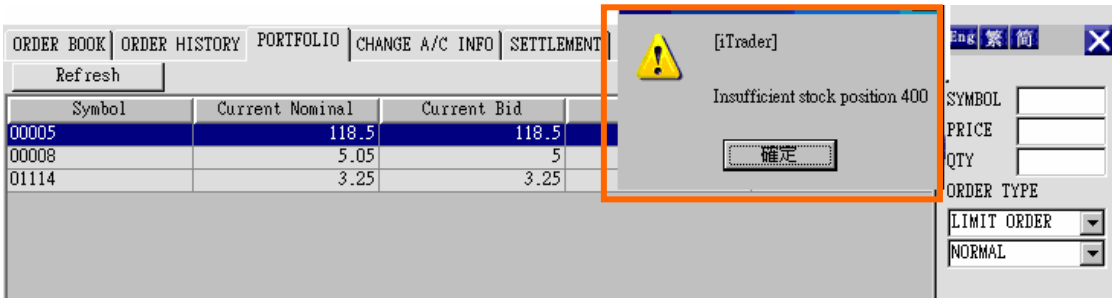


Diagram 18b Insufficient Stock Position



2.2.2 Stop Limit Orders

Select the <Stop Order> from the Order Type Pull Down menu at the **Order Entry Window** (Diagram 19)**.** Then enter Account, Symbol, Limit Price and Quantity and the Stop Price for the order. Click on the BUY or SELL button and the SUBMIT button to send the order into the system.

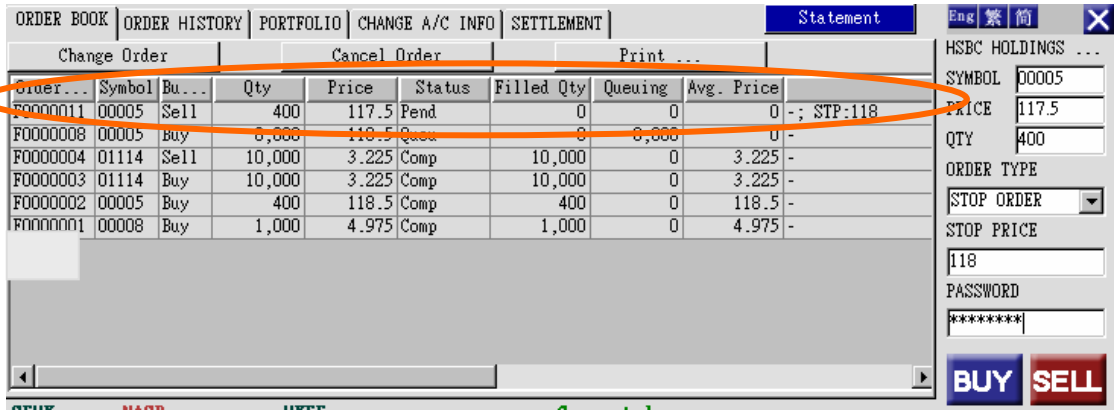
The order will be shown as Pending in the **Order Book Window** with a remarks showing STP and the stop price as specified (Diagram 20).

Note: For sell orders, limit price must be set as lower than the stop price and the stop price must be set as lower than the nominal price.
For buy orders, limit price must be set as higher than the stop price and the stop price must be set as higher than the nominal price.

The system will send the Stop Limit Order to the exchange for matching upon the nominal price reaching the specified stop price.

Diagram 19 Stop Limit Order Entry for Stock

Diagram 20 Stop Limit Order Pending for Execution

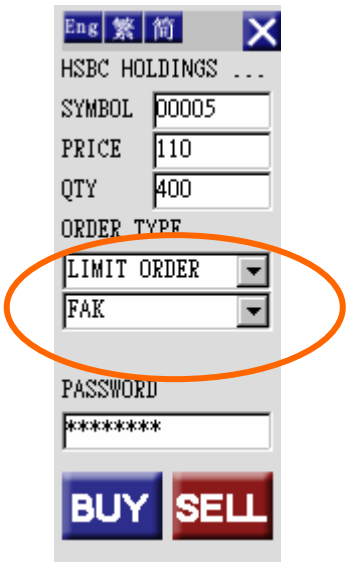


2.2.3 FILL AND KILL ORDERS (FAK)

Select the <Limit Order> and <FAK> from the Order Type Pull Down menu at the **Order Entry Window** (Diagram 22)**.** Then enter Account, Symbol, Limit Price and Quantity for the order. Click on the BUY or SELL button and the SUBMIT button to send the order into the system.

The order will be marked with FAK in the “Notes” column in the order book.

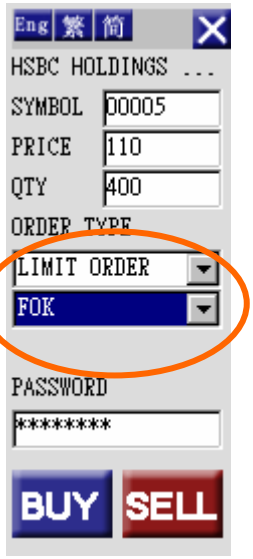
Diagram 22 Enter FAK Orders



ORDER BOOK
ORDER HISTORY
PORTFOLIO
CHANGE A/C INFO
Statement
Change Order
Cancel Order
Print ...
Order Ref. Symbol Buy/Sell Qty Price Status Note Filled Qty Queuing Avg. P...
10000022 00007 Buy 130,000 0.36 Canc -; FOK 0 0 0
10000021 00007 Buy 130,000 0.36 Part... -; FAK 50,000 0 0.355
10000019 00007 Buy 2,000 0.31 Canc -; FAK 0 0 0

2.2.4 FILL OR KILL ORDERS (FOK)

Diagram 23 Enter FOK Orders



Select the <Limit Order> and <FOK> from the Order Type Pull Down menu at the **Order Entry Window** (Diagram 23)**.** Then enter Account, Symbol, Limit Price and Quantity for the order. Click on the BUY or SELL button and the SUBMIT button to send the order into the system.

The order will be marked with FOK in the “Notes” column in the order book.

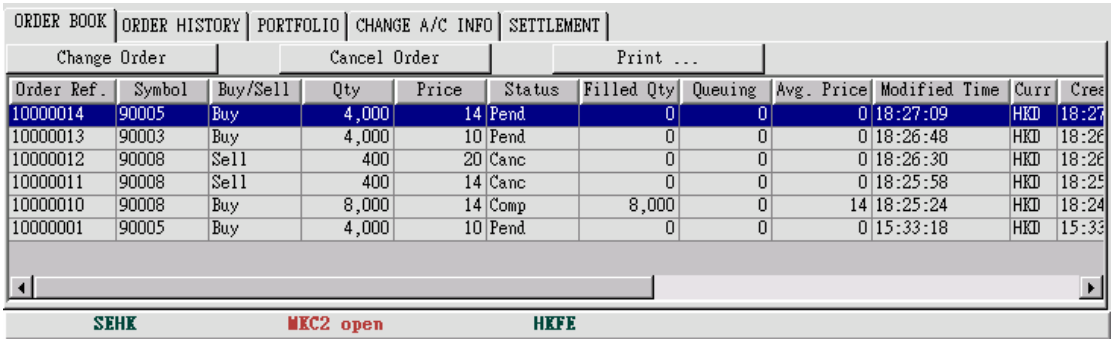
2.3 User Information Window

2.3.1 Order Book

2.3.1.1 Overview

[Order Book] can be used as user's electronic order book. After submitting the orders, the order details will be shown in the **[Order Book]** as below (Diagram 24):

Diagram 24 Order Book


ORDER BOOK
ORDER HISTORY
PORTFOLIO
CHANGE A/C INFO
SETTLEMENT
Change Order
Cancel Order
Print ...
Order Ref. | Symbol | Buy/Sell | Qty | Price | Status | Filled Qty | Queuing | Avg. Price | Modified Time | Curr | Cre
10000014 | 90005 | Buy | 4,000 | 14 | Pend | 0 | 0 | 0 | 18:27:09 | HKD | 18:27
10000013 | 90003 | Buy | 4,000 | 10 | Pend | 0 | 0 | 0 | 18:26:48 | HKD | 18:26
10000012 | 90008 | Sell | 400 | 20 | Canc | 0 | 0 | 0 | 18:26:30 | HKD | 18:26
10000011 | 90008 | Sell | 400 | 14 | Canc | 0 | 0 | 0 | 18:25:58 | HKD | 18:25
10000010 | 90008 | Buy | 8,000 | 14 | Comp | 8,000 | 0 | 14 | 18:25:24 | HKD | 18:24
10000001 | 90005 | Buy | 4,000 | 10 | Pend | 0 | 0 | 0 | 15:33:18 | HKD | 15:33
SEHK
HKC2 open
HKFE

Order Ref. / Symbol / Buy/Sell / Qty / Price / Status /
Filled Qty / Queuing / Avg. Price /
Modified Time / Curr / Created Time / Via / Note

Order Ref.

This is a ref no. generated by the system. Quote and refer to this number for any queries.

Symbol

Stock symbol of the order

Buy/Sell

Buy or Sell Order

Qty

Order Quantity

Price

Order price

Status

Orders will have one of the following status. For orders with a Pend status for a long time or Inac status, cancel the order and call the customer hotline if there is any queries.

Part	Order Partially Completed
Comp	Order wholly Completed
Pend	Order stored in the system and not yet sent to the Exchange
Queue	Order queuing in the Exchange
Inac	Inactive
Canc	Order Cancelled

Filled Qty

If this is a partial or completed order, this column will show the quantity filled.

Queuing

Order outstanding quantity in the Exchange.

Avg. Price

The average filled price of the order.

Modified Time

The latest time when order is modified.

Curr

Set as HKD for default

Created Time

Time when order accept by system.

Via

This order book shows all orders placed by the client via different channels:

I for orders placed via Internet and

C for orders placed through telephone (Account Executives).

Note

Order Type: FAK; FOK and STP (for stop order)

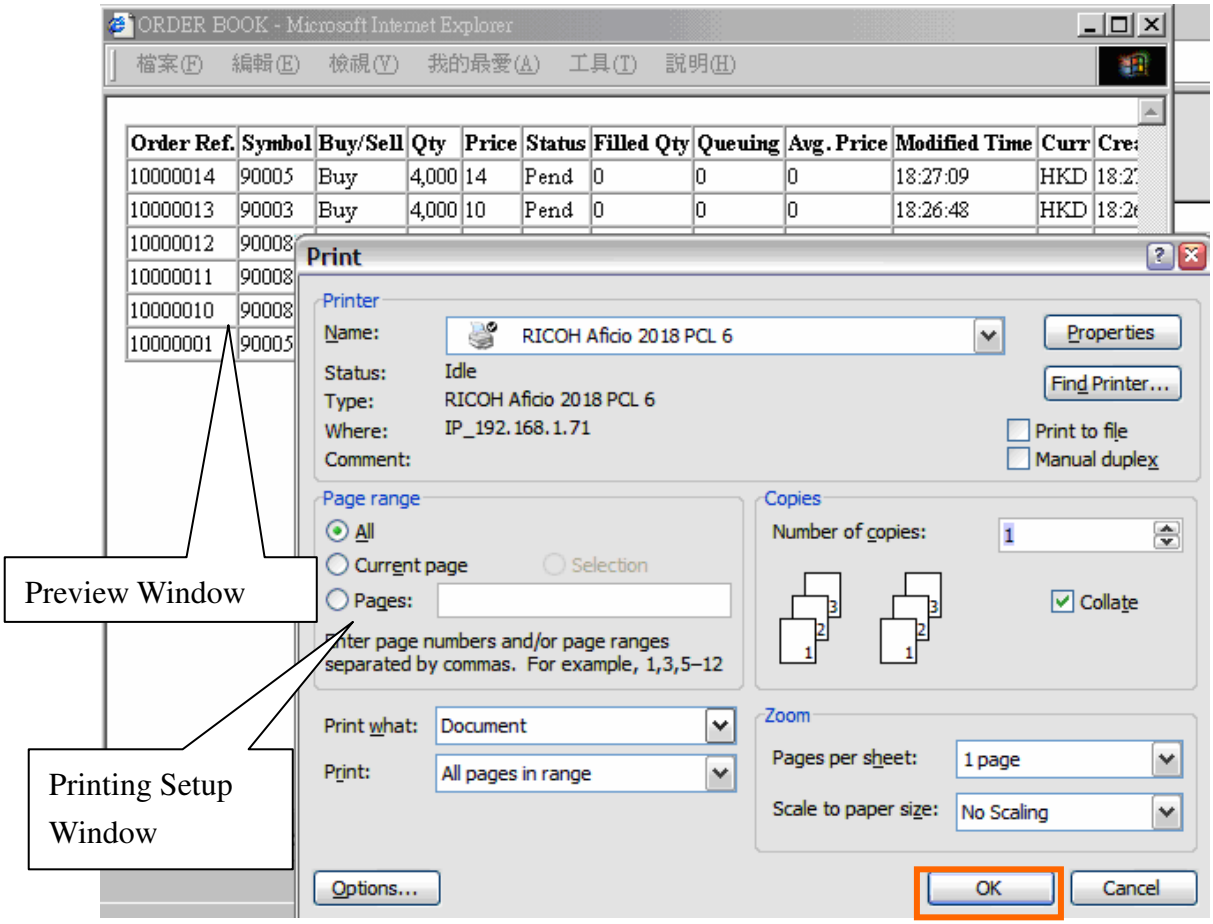
Any message received from the Exchange (eg. Warning messages for price deviation)

NOTE: All Inac Orders should be cancelled immediately and the user should call customer hotline for order details if in doubt.

2.3.1.2 Print Order Book

Press **< Print… >** key and two windows will pop up (Diagram 25). One is preview window and the other is printing setup window. Press the Print Key on printing setup window to print the order book, cancel to close this window.

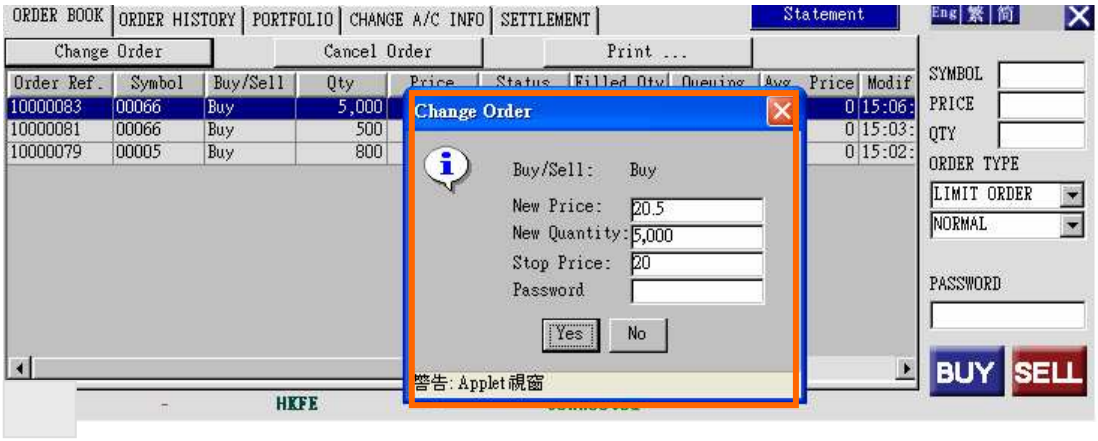
Diagram 25 Print Order Book



2.3.1.3 Change Order – Price & / Or Quantity

1. First, click on to the order you want to change and then press **< Change Order >** key and a dialog box will pop up (Diagram 26).
2. Enter the corresponding **[New Price]** and/or **[New Quantity]** to replace the old order data.
3. Enter the Trading Password. (If the wrong password is used, the no action will be taken.)
4. Finally, press the Yes Key to execute.

Diagram 26 Change Order Execution

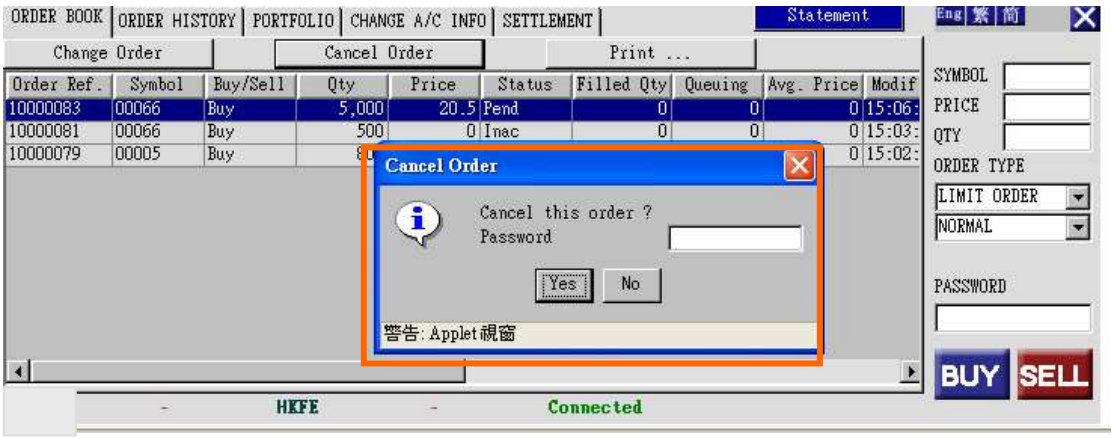


2.3.1.4 Cancel Order

Click onto the order you want to cancel first and then press **< Cancel Order >** key and a dialog box will pop up (Diagram 27). Enter the trading password and press the Yes Key to cancel the order. If the wrong trading password is used, no action will be taken.

Note: Change or cancel command only apply to orders with **[Pend]** or **[Part]** status. For orders with any other status, a message box will pop up to alert you that this order cannot be cancelled or changed.

Diagram 27 Cancel Order Execution

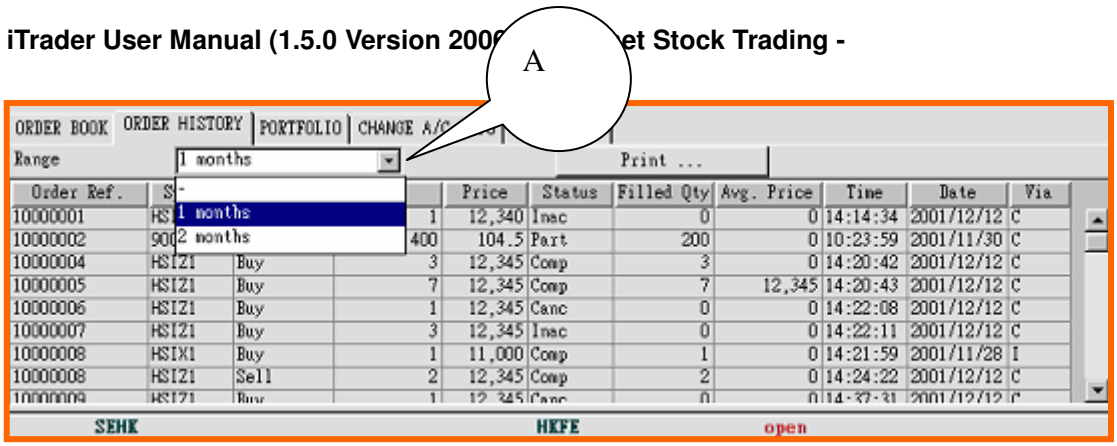


2.3.2 Order History

This order history window shows all order details up to the last 2 months.

Select the history period that you would like to view (1 or 2 months) (Button A in Diagram 28) and then the corresponding order history will be displayed (Diagram 25). The information will include:

Diagram 28 Order History viewing



Order Ref. No. / Symbol / Buy/Sell / Quantity / Price / Status / Filled Qty / Avg. Price / Time / Date / Via

Time

Time when order accept by system.

Date

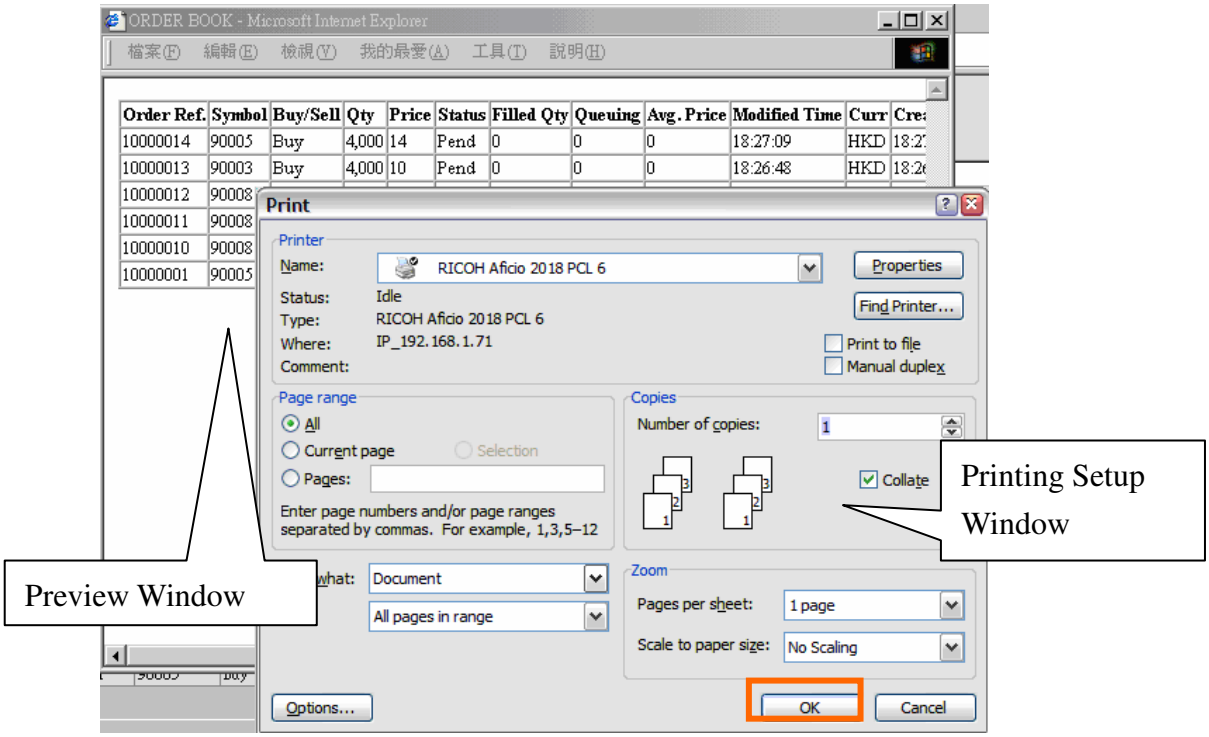
Date of order

Please refer to the order book for the definition of the other fields.

2.3.2.1 Print Order History

Press **< Print… >** key and two windows will pop up (Diagram 29). One is preview window and the other is printing setup window. Press the Print Key on printing setup window to print the selected data, cancel to close this window.

Diagram 29 Print Order History



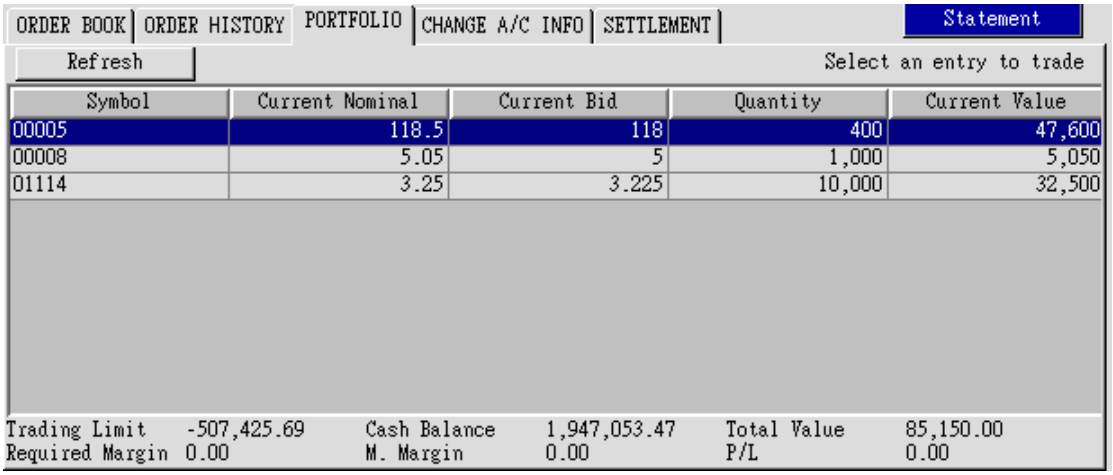
2.3.3 Portfolio

This portfolio window shows the real-time portfolio of the user including stock and cash balance.

Click onto the **<Refresh button>** and the most updated portfolio will be displayed. Information shown will include (Diagram 30):

Symbol / Current Price (market price)/ Shares (no. of shares in hand)/ Current Value (total market value) /Trading Limit / Cash Balance/
For futures: Required Margin / Maintenance Margin / P&L

Diagram 30 Portfolio

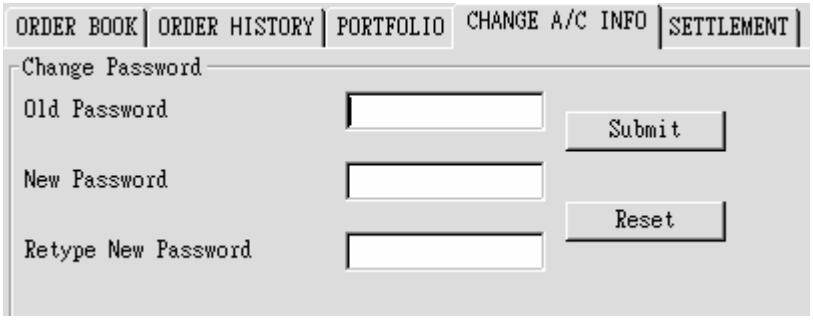


2.3.4 Change A/C Info

This window allows the user to his password.

Simply enter your **[Login Name]**, **[Existing Password]** and **[New Password]** and then click **[Submit Key]**, then your password can be modified. You can also press reset button to clear all the modifications and re-enter again (Diagram 31).

Diagram 31 Change of Password



2.3.5 Settlement

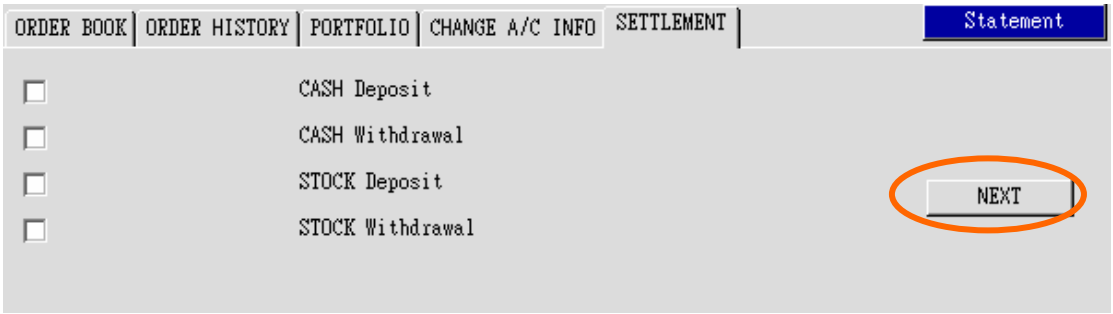
This settlement window facilitates electronic notification to be sent to the broker for the followings:

Cash Deposit (Diagram 33) / **Cash Withdrawal** (Diagram 34)

Stock Deposit (Diagram 35) / **Stock Withdrawal** (Diagram 36)

Click on the check box to select the settlement procedure that you want to proceed (Diagram 32), click onto the **<Next>** button.

Diagram 32 Settlement



Fill in all necessary information and then click **<Submit>** to send out the notifications.

Diagram 33 Cash Deposit

Diagram 34 Cash Withdrawal

Diagram 35 Stock Deposit

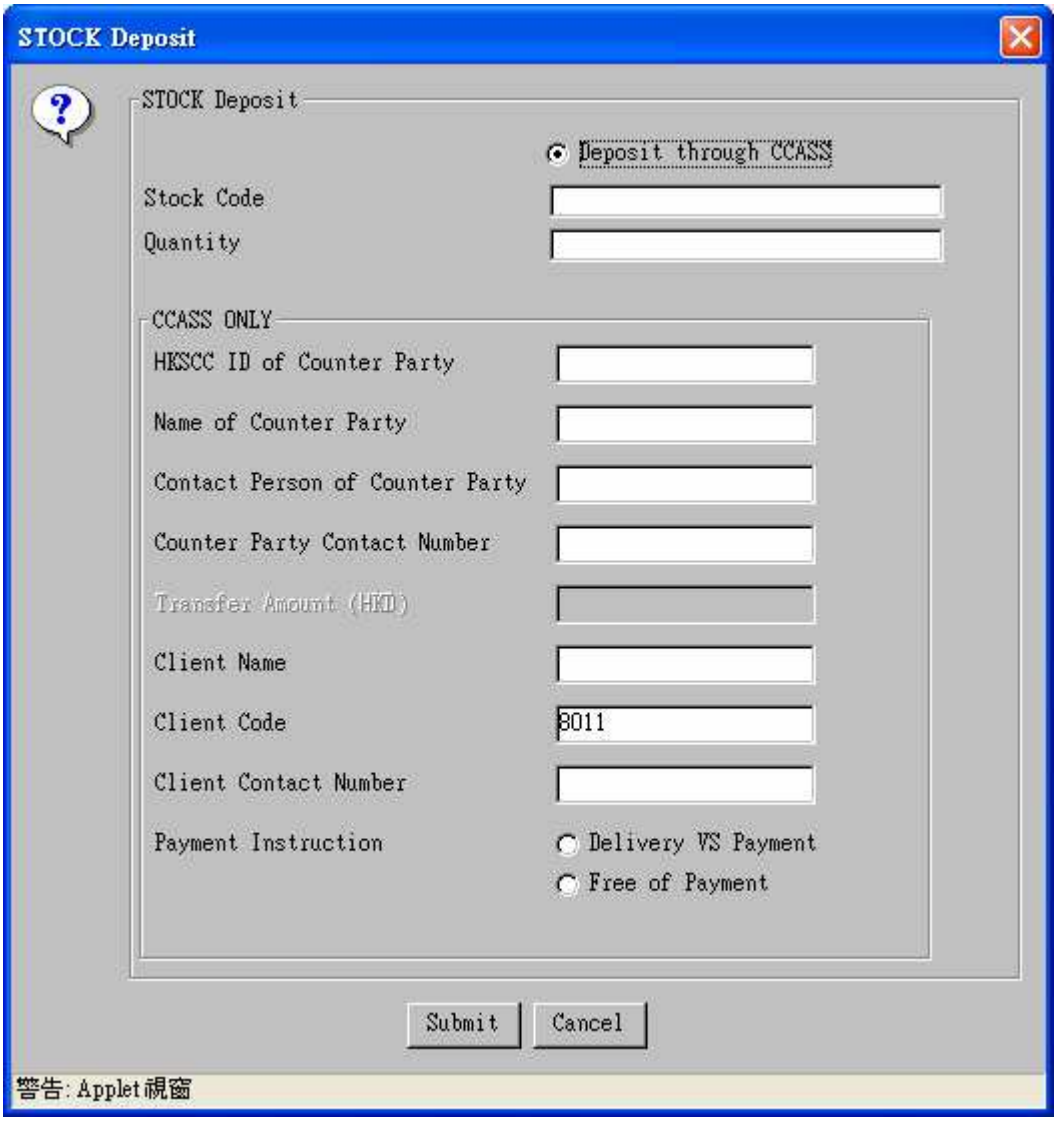
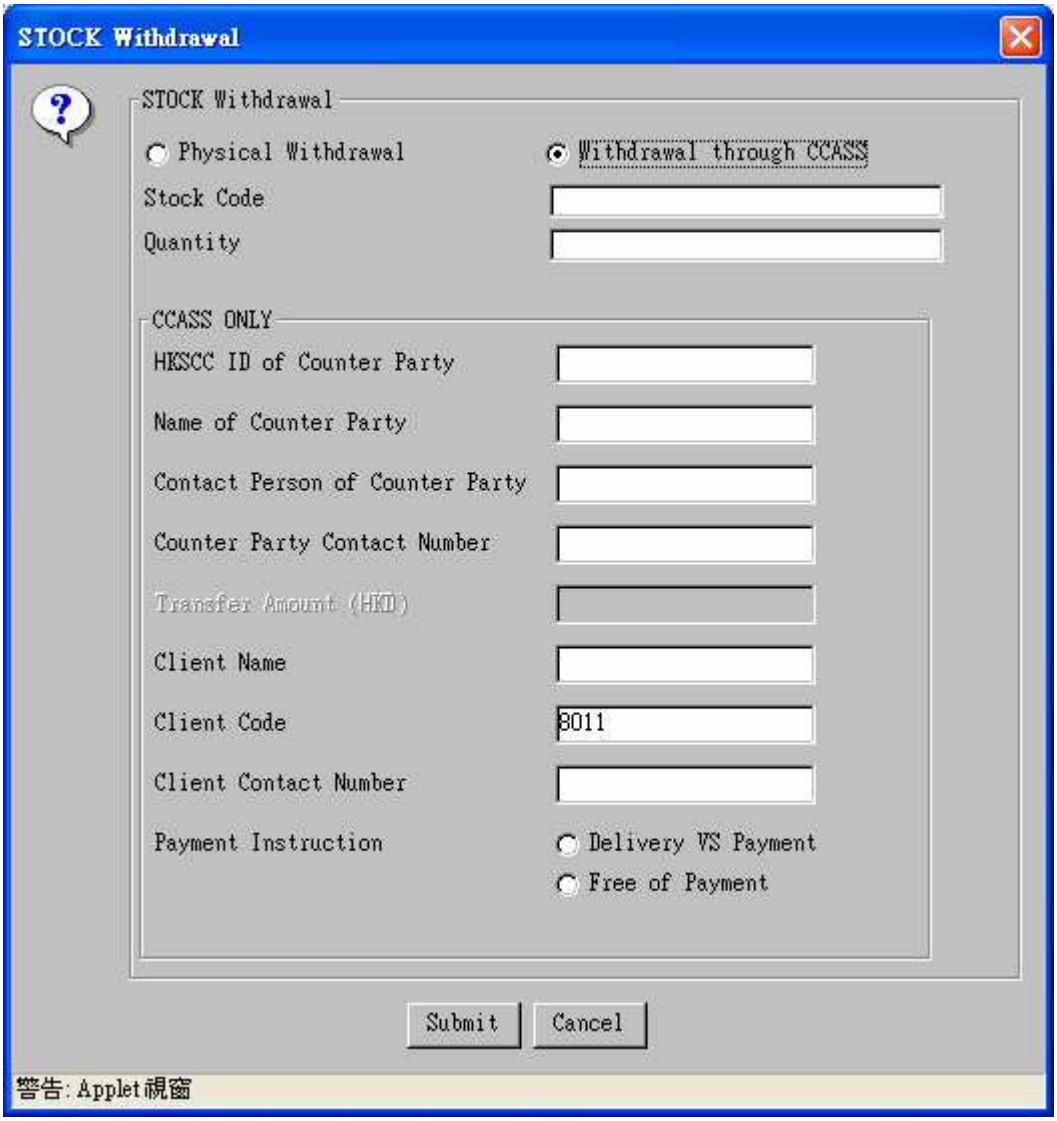
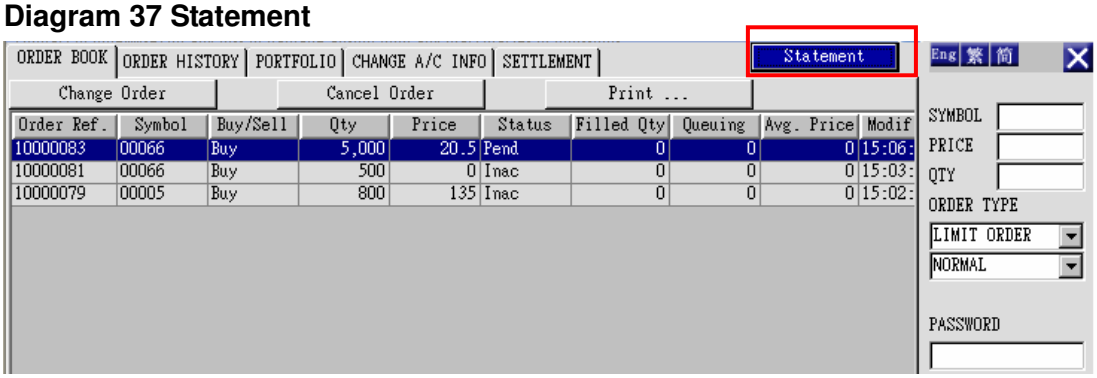


Diagram 36 Stock Withdrawal



2.4 E-statement

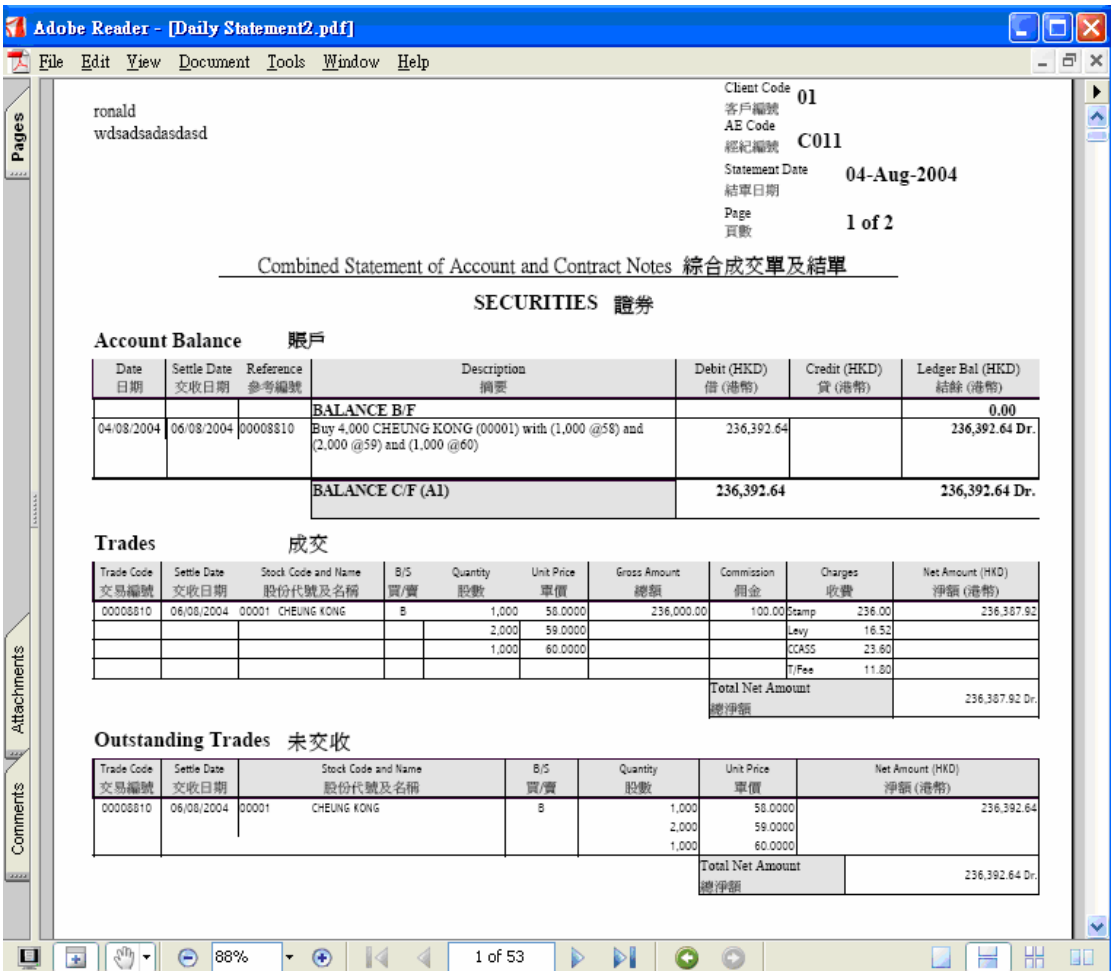
Diagram 37 Statement



Click the [Statement] button (Diagram 37) above the user information window, then yesterday daily account statement would be pop up. (Diagram 38). User can print out

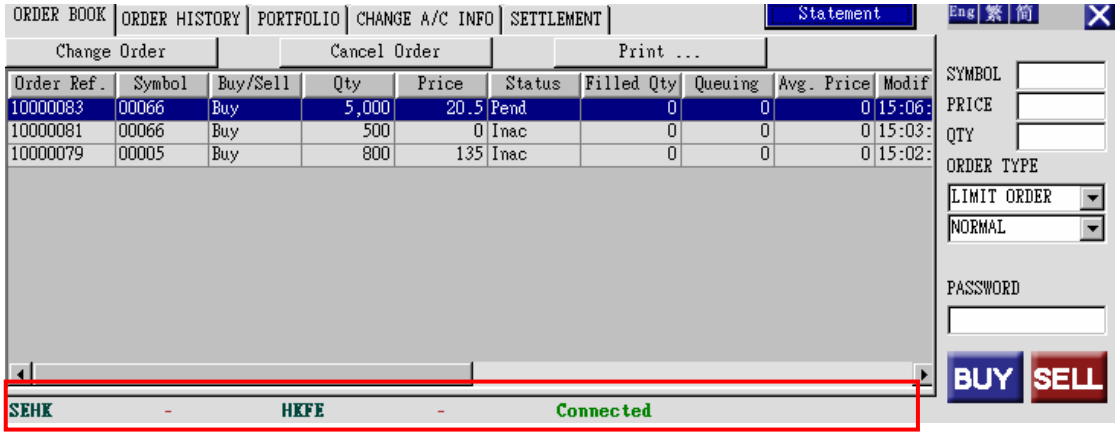
the statement or save into a specified folder for reservation reference.

Diagram 38 E-statement


Adobe Reader - [Daily Statement2.pdf]
File Edit View Document Tools Window Help
Pages
Attachments
Comments
ronald
wdsadsadasdasd
Client Code 客戶編號 01
AE Code 經紀編號 C011
Statement Date 結單日期 04-Aug-2004
Page 頁數 1 of 2
Combined Statement of Account and Contract Notes 綜合成交單及結單
SECURITIES 證券
Account Balance 賬戶
Date 日期 | Settle Date 交收日期 | Reference 參考編號 | Description 摘要 | Debit (HKD) 借 (港幣) | Credit (HKD) 貸 (港幣) | Ledger Bal (HKD) 結餘 (港幣)
BALANCE B/F 0.00
04/08/2004 | 06/08/2004 | 00008810 | Buy 4,000 CHEUNG KONG (00001) with (1,000 @58) and (2,000 @59) and (1,000 @60) | 236,392.64 | 236,392.64 Dr.
BALANCE C/F (A1) 236,392.64 236,392.64 Dr.
Trades 成交
Trade Code 交易編號 | Settle Date 交收日期 | Stock Code and Name 股份代號及名稱 | B/S 買/賣 | Quantity 股數 | Unit Price 單價 | Gross Amount 總額 | Commission 佣金 | Charges 收費 | Net Amount (HKD) 淨額 (港幣)
00008810 | 06/08/2004 | 00001 CHEUNG KONG | B | 1,000 | 58.0000 | 236,000.00 | 100.00 | Stamp 236.00 | 236,387.92
2,000 | 59.0000 | Levy 16.52
1,000 | 60.0000 | CCASS 23.60
T/Fee 11.80
Total Net Amount 總淨額 236,387.92 Dr.
Outstanding Trades 未交收
Trade Code 交易編號 | Settle Date 交收日期 | Stock Code and Name 股份代號及名稱 | B/S 買/賣 | Quantity 股數 | Unit Price 單價 | Net Amount (HKD) 淨額 (港幣)
00008810 | 06/08/2004 | 00001 CHEUNG KONG | B | 1,000 | 58.0000 | 236,392.64
2,000 | 59.0000
1,000 | 60.0000
Total Net Amount 總淨額 236,392.64 Dr.
88%
1 of 53

2.5 Connection Status

Diagram 39 Connection Status


ORDER BOOK | ORDER HISTORY | PORTFOLIO | CHANGE A/C INFO | SETTLEMENT
Statement
Eng 繁 簡
Change Order
Cancel Order
Print ...
Order Ref. | Symbol | Buy/Sell | Qty | Price | Status | Filled Qty | Queuing | Avg. Price | Modif
10000083 | 00066 | Buy | 5,000 | 20.5 | Pend | 0 | 0 | 0 | 15:06:
10000081 | 00066 | Buy | 500 | 0 | Inac | 0 | 0 | 0 | 15:03:
10000079 | 00005 | Buy | 800 | 135 | Inac | 0 | 0 | 0 | 15:02:
SYMBOL
PRICE
QTY
ORDER TYPE
LIMIT ORDER
NORMAL
PASSWORD
BUY
SELL
SEHK - HKFE - Connected

Indicate for the market status of SEHK and HKFE, and the connection status.

3. Useful Tips

i. Remember to **change your login password regularly** in order to protect against others to login your account.

ii. **Always logout your trading screen** when you leave using the log off button as below..